

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

☐ New contract ☐ OTR ☐ CO ☐ SS ☐ BW ☒ Emergency ☐ Re-Bid ☐ Other

Previous Contract/Project No.
BW7944-3/10-3

Requisition/Project No: ROPM1100129
LIVING WAGE APPLIES: YES NO

TERM OF CONTRACT: 4 Months with 0 one year options-to-renew

Requisition/Project Title: Janitorial Services

Description: Provide janitorial services and general cleaning of sites

User Department(s): GSA - MDPD
Issuing Department: DPM
Estimated Cost: \$2,540,086
Contact Person: Albert Falcon Phone: 305-375-5361
Funding Source: GSA-Internal Service Funds, MDPD-General Funds

ANALYSIS

Commodity/Service No: 910-39 SIC:

Trade/Commodity/Service Opportunities

RECEIVED
DEPT. BUSINESS DEV.
2011 JUN 21 AM 11: 35

Contract/Project History of Previous Purchases For Previous Three (3) Years
Check Here if this is a New Contract/Purchase with no Previous History

Contractor: EXISTING 2ND YEAR 3RD YEAR
Small Business Enterprise: Florida Association of Rehab (RSPECT)
Contract Value: \$7,338,000
Comments:

Continued on another page (s): Yes X No

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

SECTION #3
EMERGENCY PURCHASES

NOTE TO DEPARTMENTS: COMPLETE ITEMS MARKED WITH (▶)

▶ **REQ. #:** ROPM1100129

P.O. #: _____

BCC DATE: _____

▶ **ACQUISITION DATE** (Date Order Is Placed): _____

▶ TITLE:	<u>Janitorial Services</u>
▶ DESCRIPTION:	<u>Provide janitorial services and general cleaning</u>
▶ PURPOSE:	

▶ Department(s):	▶ Funding Source(s):	▶ Allocation(s):
General Services Administration	Internal Services Funds	\$ 2,300,000
Miami Dade Police	General Funds	\$ 240,086

▶ TERM OF CONTRACT:	<input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four <input type="checkbox"/> Five *Year(s)
	<input type="checkbox"/> _____ Month(s)
	<input checked="" type="checkbox"/> Contract Period From <u>6/20/11</u> to <u>10/31/11</u>
	<input type="checkbox"/> Upon Completion * From _____ to _____
	<input type="checkbox"/> Upon Delivery * _____ Days A.R.O. (after Receipt of Order)

Special Conditions:	<input checked="" type="checkbox"/> Insurance Type <u>01</u>
	<input type="checkbox"/> Performance/Payment Bond
	<input type="checkbox"/> Certificate of Competency
	<input type="checkbox"/> Living Wage Applies

SBE Measures:	<input checked="" type="checkbox"/> None	Review Committee Date: _____ Item #: _____	
	<input type="checkbox"/> Set Aside		<input type="checkbox"/> SBE <input type="checkbox"/> Micro Enterprise
	<input type="checkbox"/> Bid Preference		<input type="checkbox"/> SBE <input type="checkbox"/> Micro Enterprise
	<input type="checkbox"/> Goal		<input type="checkbox"/> SBE <input type="checkbox"/> Micro Enterprise

▶ **Number of Price Quotation(s): Requested: 1 Received: 1**

Awarded To Low Bidder: * ☐ YES ☒ NO, If "NO", provide explanation in the Comments section

Vendor: <u>Florida Association of Rehab, FAC, Inc.</u> <u>(RESPECT)</u> (Non-Local) 591640418 - 01	Vendor: _____
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Contract Value: \$2,540,086

Did Local Preference affect the outcome of the Award?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO, if "YES", provide detailed explanation in the "Comments" section
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UAP Included: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<ul style="list-style-type: none"> • Will CITT Funds be used? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO • Will Federal Funds be used? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO • If UAP is not included, Attach written approval to waive UAP and provide an explanation in the "Comments" section
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SECTION #3
EMERGENCY PURCHASES

REQUISITION # **ROP1100129**

TITLE **Janitorial Services**

► **Justification and
Comments:**

This emergency is being issued to provide funds and a contract to GSA and MDPD to continue with the required janitorial services for their facilities. Bid Waivers (BW) cannot be issued nor be presented to the Board without the signature and approval of the Mayor. Since March 15, 2011 the Department of Procurement Management (DPM) has not been able to issue any items relative to BW's. The departments are running out of money and the current BW contract expires in August 31, 2011. A Mayor will be in place by the end of June 2011. DPM has scheduled a time and money extension to the existing BW that will be presented to the IMFR Committee in July 2011 and the Board of County Commissioners in either September or October 2011.

This emergency will allow both departments to use these funds to pay the vendor for their needed services. In consultation with the CAO, an emergency purchase is the correct action to be taken to continue to provide services until the modification that is in process is approved by the Mayor and the Board of County Commissioners.

Background/Need to Know: DPM will be using the existing contract (BW7934-3/10-3) terms and conditions, and existing prices to establish this emergency.

Potential Issues: GSA and MDPD are out of funds and cannot pay for services rendered.

► **Signature(s):**

Alberto Falcon

Contact Person

6/21/11

Date

(305) 375-5361

Telephone

Department Director Approval

Date

Department of Procurement Management Use Only

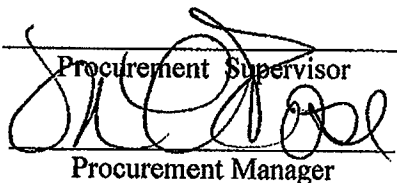
Signatures(s):



Procurement Agent

6/21/11

Date



Procurement Supervisor

Procurement Manager

Date

6/21/11

Date

Division Director

Date

Director

Date